



**DRAFT**

**PLANNING & ZONING COMMISSION**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. In the absence of Chairman Tom Riggs, Commissioner Slate Kamp presided as Chair in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

**2. ROLL CALL**

Present: Commissioners Kamp, Cate Huisman\*, Forrest Schuck\*, John Hastings, Jason Welker and Mose Dunkel\*\*  
 \*participated remotely \*\*arrived late

Absent: Chairman Riggs

**3. ANNOUNCEMENTS**

**4. MEETING MINUTES APPROVAL**

Item Number:	4A
Topic:	Minutes from June 16, 2020, Regular Meeting

Motion to approve the June 16, 2020, Meeting Minutes as prepared and presented.

Result:	Passed
Moved by:	Schuck
Seconded by:	Welker
Voted Yes:	Huisman, Schuck, Kamp, Hastings, Welker
Voted No:	
Abstained:	
Absent:	Riggs, Dunkel

**5. OLD BUSINESS - None**

**6. NEW BUSINESS**

Item Number:	6A	<b>PUBLIC HEARING</b>
Topic:	Request for Variance to Construct Carports (PVAR20-0001)	
Description:	A request for a variance to construct two carports 10 feet from the front property line, the length of which will be more than 50% of the length of the street facing façade of the dwelling units. The site is located at 2416 Sandcreek Lane on a 1.02 acre Parcel (#RPS02770000040A), which is legally described as Lot 4, Block 1 of Mountain View Ranchettes, according to the plat thereof, recorded in Book 3 of Plats, page 2, records of Bonner County Idaho.	

All Commissioners present confirmed that they had no ex parte contact or conflict of interest as pertains to this request.

Planning and Community Development Director Aaron Qualls provided a brief presentation.

Commissioner Dunkel arrived at 5:42 p.m. With confirmation from the Commissioner that he had familiarized himself with this matter prior to the meeting upon review of the materials provided in the meeting packet, that he had no questions for staff, and that he had no ex parte contact or conflict of interest as pertains to this request, Legal Counsel Fonda Jovick confirmed that he could participate in deliberation and vote on this matter.

Applicant Terrell Cooper made a brief statement, and he and Mr. Qualls fielded questions from the Commissioners.

Chairman Kamp opened the public hearing. Laurence Ziebell, a neighbor, stated that he was in favor of the request. No one testified who was neutral or in opposition to the request. Commissioner Kamp closed the public hearing, and Commissioners deliberated.

Item Number:	6B	<b>DECISION TO APPROVE</b>
Topic:	Request for Variance to Construct Carports (PVAR20-0001)	

Motion, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, that the Sandpoint Planning and Zoning Commission approve the request by Terrell and Brenda Cooper for a variance from

Sandpoint City Code 9-4-1-3(B)(2) and 9-4-1-3(E)(3)(a)(1) to construct two carports, due to the presence of steep slopes and the development limitations imposed through the requirement of a reserve septic drain field on one parcel totaling 1.02 acres, which is legally described as: Lot 4, Block 1 of Mountain View Ranchettes, according to the plat thereof, recorded in Book 3 of Plats, page 2, records of Bonner County Idaho.

The reasons for this decision are:

1. Staff has followed the notice procedures applicable to variances contained in Idaho Code §67-6516 and Sandpoint City Code Title 9, Chapter 9.
2. The requested variance is not in conflict with the public interest.
3. That special conditions and circumstances exist which are peculiar to the land, structures or buildings in the same district.
4. That a literal interpretation of the applicable sections of this Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Code.
5. That special considerations, conditions and circumstances do not result from actions or desires of the applicant.
6. That granting the variance requested will not confer on the applicant any special privileges that are denied by this Code to other land, structures or buildings in the same district.

Result:	Passed
Moved by:	Welker
Seconded by:	Huisman
Voted Yes:	Huisman, Schuck, Kamp, Hastings, Welker, Dunkel
Voted No:	
Abstained:	
Absent:	Riggs

Item Number:	6C	<b>PUBLIC HEARING</b>
Topic:	Request for Conditional Use Permit for Nonancillary Outdoor Vending (PCUP20-0003)	
Description:	A request for a conditional use permit for nonancillary outdoor vending, including the allowance of two food trucks in the Commercial A Zone. The site is located at 502 Cedar Street at the southwest corner of Fifth Ave. and Alder Street, Parcel #RPS0132033002CA.	

All Commissioners present confirmed that they had no ex parte contact or conflict of interest as pertains to this request.

Mr. Qualls provided a brief presentation.

Applicant Chris Park made a brief statement, and he and Mr. Qualls fielded questions from Commissioners. Mr. Park confirmed that he and his co-applicant were amenable to the potential conditions and development requirements proposed for this permit, as outlined by City staff.

Commissioner Kamp opened the public hearing. Katie Adams, owner of Heart Bowls, a local food truck, testified in favor. No one testified who was neutral or in opposition to the request. Chairman Kamp closed the public hearing, and Commissioners deliberated.

Item Number:	6D	<b>DECISION TO APPROVE</b>
Topic:	Request for Conditional Use Permit for Nonancillary Outdoor Vending (PCUP20-0003)	

Motion, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, that the Sandpoint Planning and Zoning Commission approve the request by John Edwards and Chris Park for a Conditional Use Permit to allow for outdoor vending at the northern portion of parcel #RPS0132033002CA at 502 Cedar Street, including up to two food trucks in the Commercial A Zone, subject to the following conditions and development requirements:

- a. Vendors operating in the proposed vendor area shall be self-contained in terms of water and sewer service, unless otherwise permitted through the City of Sandpoint.
- b. Within five years of approval, the conditional use permit shall return for review by the Planning and Zoning Commission at a regularly-scheduled meeting to determine its continuance. During the five-year period, the

City reserves the right to monitor traffic and other impacts and may require improvements or alterations based on data collected and/or the most current City Code. The City may, at such time, retire the conditional use permit approval.

- c. Adequate trash receptacles at the vendor area shall be made visible to the public and shall be emptied at the close of each business day.
- d. Customers of the vendors shall have access to the existing permanent bathroom facilities on site.

Result:	Passed
Moved by:	Hastings
Seconded by:	Huisman
Voted Yes:	Huisman, Schuck, Kamp, Hastings, Welker, Dunkel
Voted No:	
Abstained:	
Absent:	Riggs

**7. ADJOURN**

Commissioner Kamp, presiding as Chair, adjourned the meeting at 6:46 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by the Planning and Zoning Commission on \_\_\_\_\_.

\_\_\_\_\_  
 Slate Kamp, Planning and Zoning Commissioner  
 Serving as Chair for this meeting  
 in Chairman Riggs' absence

Attest: \_\_\_\_\_  
 Melissa Ward, City Clerk